



Minutes

Hartford Parking Authority
Regular Meeting of HPA Board

Thursday, May 11, 2006

155 Morgan Street, Hartford, CT 06106

Present: Chairman David Carson
Vice Chairman Luis Caban
Commissioner James Thompson

Also Present: Jim Kopencey, Executive Director
Carey Redd, Associate Director
John Michalik, Chief Financial Officer
John Rose, Corporation Council, City of Hartford
R. Oz Griebel, Executive Director, MetroAlliance
Ned Glover, Consultant, Desman Associates

Roll Call / Attendance

Chairman Carson called the Hartford Parking Authority meeting to order at 8:15AM.
Mr. Redd conducted roll call. There was a quorum.
Treasurer LeShane and Commissioner Twilley were absent.

Approval of HPA Minutes

Chairman Carson called for a motion to accept the minutes of the April 13, 2006 Regular Monthly Board Meeting.

A motion to accept the minutes of the April 13, 2006 Regular Monthly Board Meeting was made by Vice Chairman Caban, seconded by Commissioner Thompson, and passed unanimously.

Ongoing Business and Committee Report(s)

1. MAT and Church Street Garage Repairs
 - A. MAT Garage Repairs - Mr. Glover of Desman Associates reported that the general contractor continues to make the improvements to the Fire Suppression and Alarm System after failing the Hartford Fire Department's inspection the for the 2nd time; by Friday, May 19, 2006, preliminary testing of the system would begin; and another inspection will be scheduled after the testing is completed.

Responding to Vice Chairman Caban's comment, Mr. Glover stated he did not know when the HPA could anticipate a Certificate of Occupancy for the MAT Garage.

Mr. Glover stated the lighting manufacturer incorrectly wired the roof level fixtures and the HPA was expecting the expense repair the lightning fixtures to be covered under warranty.



B. Church Street Repairs - Mr. Glover stated that the contractor had completed the base contract work; the Church Street Garage was fully ADA compliant; work had started on the fire suppression system; and the following plumbing improvements would be performed:

- The storm drains will be unblocked and a number of sections will be replaced
- Installation of a new drain to catch ground water leaking from an adjacent property

Mr. Glover stated that he along with the HPA staff was developing a list of "Stop Gap" repairs to extend the useful life for the CSG five (5) years because the overall repair cost was significant.

Mr. Glover stated that a full depth deck replacement was required for the 4th level and will require the level to be shut down periodically; however, the structural integrity of the CSG has not been compromised and presented "no safety risk to the public."

2. Morgan Street Garage Construction Update

Mr. Glover stated that the expansion joint manufacturer recommended the use of a larger joint to replace the ones that had exceeded the specification and failed. Mr. Glover stated that the manufacturer and other subcontractors would contribute materials and labor to offset the expense; however a portion would expended by the HPA.

3. Supply/Demand and Site Alternatives Analysis Study

Mr. Redd stated that on Friday, April 28, 2006, Walker Parking Consultants presented the HPA staff with its preliminary report on Task 1, the parking supply/demand analysis; that Task 2, the site alternate analysis study, was progressing; and the final report would as expected in June 2006.

4. Personnel Committee Report

Commissioner Thompson reported that the Personnel Committee had met to discuss the information acquired to date; a consultant was contracted to assist in the analysis, and the Committee's report will prepared for presentation at the Special Meeting later in May, 2006 or the regularly scheduled in June, 2006.

5. Capital Community College

Mr. Kopencey stated that the letter the Board saw at the previous meeting was sent to the College to inform them that the HPA would be installing new JOA compliant technology for the purpose of notifying College parking patrons when the CCC daytime quota had five hundred (500) vehicles parked within, and communicate to the 501st parking patron that they must take a ticket.



Additionally, the letter informs the College that the HPA will no longer accept parking validations after June 2, 2006 for nonpayment of outstanding invoices. Mr. Kopencey stated that he had spoken to a State of Connecticut Department of Public Works representative about the subject prior to sending out the letter, as suggested by Treasurer LeShane.

New Business

1. Proposed Greenberg Study - Mr. Griebel stated that the Hartford MetroAlliance in association with a number of City agencies, businesses, and neighborhood organizations has contracted with the noted urban planner, Ken Greenberg, to develop a strategic framework for the City of Hartford, which will prove to be an invaluable report that outlines the economic development of the Central Business District and the MetroAlliance wanted the financial support of the HPA on this project.
2. Trip to IPI and Georgetown, DC – Mr. Kopencey stated the International Parking Institute's Exposition and Trade Show gives individuals in the parking industry an opportunity to network with peers and view the latest innovations and technology available. Mr. Kopencey stated that along with Mr. Michalik, he would attend the IPI conference from May 15-18, 2006.

Mr. Kopencey stated that Mr. Redd will be attending the IPI exposition over the next few years because he will be taking the classes to become a Certified Administrator of Public Parking.

Mr. Kopencey stated that he scheduled a visit to Georgetown, D. C. to review/discuss the Pay & Display Parking Meters installed in their On-Street Parking Program with Washington DC parking representatives and the vendor.

3. Hartford Image Project Building Banner

Mr. Redd stated that the Hartford Image Project requested approval from the HPA to reinstall its "Rising Star" banner on the MSG and as a prerequisite to this request; the State of Connecticut had granted it approval of the "Rising Star" Banner reinstallation.

4. Plaza Mayor

Mr. Kopencey stated that along with Vice Chairman Caban, he met with representatives of Plaza Mayor to discuss their preliminary plan for a new mixed use project at the intersection of Park and Main Street. Both Mr. Caban and Mr. Kopencey emphasized that this was a preliminary meeting to acquaint the Parking Authority with the project and that no commitments were solicited or offered.

5. Treasurer's Report/Financial Update – Mr. Michalik reported that April saw fairly strong revenue from each of the garages but slight weakening from the winter months when



demand is greatest. He said further that Year-to-Date Gross Revenue excluding On-Street Parking operations was \$5.7 million compared to the full year budget of \$6.9 million, or 83% of budget. Year-to-Date Gross Revenue *including* On-Street Parking operations was \$6.5 million compared to the full year budget of \$6.9 million, or 95% of budget.

Mr. Michalik also presented a chart depicting the change in monthly customers at the Morgan Street Garage this fiscal year, noting that the increase in monthly customers from United Health Group has been nearly offset by the loss of other monthly customers.

6. Open Session – There was a brief public comment made by Capital Community College (CCC) representative Dean of Administration, Lester Primus. Dean Primus stated that the Morgan Street Garage was well run and that the College would abide by the contents of the letter sent to CCC's President concerning parking validations. Dean Primus also stated that it is his hope that the Parking Authority and representatives of the State Department of Public Works would be able to resolve the long-term parking concerns of the College.
7. Executive Session Pending Negotiations – Chairman Carson called for a motion to enter executive session. A motion was made by Commissioner Thompson, seconded by Vice Chairman Caban, and carried unanimously to enter into Executive Session.

Chairman Carson called for a motion to exit executive session. A motion was made by Vice Chairman Caban, seconded by Commissioner Thompson, and carried unanimously to exit Executive Session.

8. Adjournment - Chairman Carson called for a motion to adjourn. The motion was made by Vice-Chairman Caban, seconded by Commissioner Thompson, and carried unanimously. The Regular Monthly Board Meeting for Thursday, May 11, 2006 adjourned at 10:15AM.